

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION**Minutes of Meeting****September 26, 2011**

Members of the State Board for Career and Technical Education met at 1:00 p.m. CST on Monday, September 26, 2011, in the Peace Garden Room, State Capitol Building, Bismarck. The meeting was called to order by Mr. Darrel Remington, Chair. The following members were present:

Mr. Jeff Lind, Vice Chair
Ms. Maren Daley, Member
Mr. Brian Duchscherer, Member
Mr. William Goetz, Member
Ms. Val Moritz, Member
Dr. Wayne Sanstead, Member

Wayne Kutzer, Dwight Crabtree, Curt Dahme, Brenda Schuler, Debra Huber, Kathy Holle, Ann Dietchman, Suzie Weigel, Laura Glasser, Nicole Wright, Marcus Lewton, Carrol Burchinal, Mike Hillman, Aimee Copas, Mary Swingle, Tawnie Cortez, Doug Gardner, and Dale Hoerauf were also present.

Mr. Remington welcomed the board and audience members.

ELECTION OF SBCTE OFFICERS - Mr. Lind nominated Mr. Remington as SBCTE Chair. Ms. Moritz moved and Mr. Duchscherer seconded that nominations cease and cast a unanimous ballot for Mr. Remington. The motion passed unanimously.

Mr. Duchscherer nominated Mr. Lind as SBCTE Vice Chair. Ms. Moritz moved and Dr. Sanstead seconded that nominations cease and cast a unanimous ballot for Mr. Lind. The motion passed unanimously.

SERVICE AWARD PRESENTATIONS - Mr. Kutzer reported that the service awards are for years of state service, not just years of CTE service.

Mr. Remington presented the following four staff members with years of state service awards and gift certificates: Ann Dietchman – 3 years; Kathy Holle and Suzie Weigel – 10 years; and Debra Huber – 20 years.

The board thanked the staff for their work and dedication to career and technical education.

CONSIDERATION OF JUNE 20, 2011 MINUTES – Mr. Goetz moved and Dr. Sanstead seconded to approve the minutes of the June 20, 2011 meeting as presented. The motion passed unanimously.

FINANCIAL REPORT – a. June 30, 2011 – Year End – Mr. Kutzer reported on the year end analysis, stating that 89% of the budget was expended with the remaining general fund dollars distributed out to schools as supplemental payments (blue sheet). Mr. Kutzer reviewed the supplemental payments.

b. Current Activity - Mr. Kutzer distributed and reviewed the Appropriation Status Report and the Administrative Budget and Expenditures Report for month ended August 31, 2011, reporting that the total budget expended is in line with the time elapsed.

Following a brief discussion, Dr. Sanstead moved and Mr. Duchscherer seconded to approve the financial reports as presented. The motion passed unanimously.

DIRECTOR'S REPORT - Career Advisors - Kelly Pierce, Career Development and Career Advisor Supervisor, is conducting training to 11 new career advisors. The training, which runs September through December, is completed on-line along with four face-to-face workshops.

Discussion was held on the amount of work counselors are asked to do and that the career advisors are helping to meet the needs of the schools.

Staffing Change – Don Fischer was hired on August 22 as the Technology Education Supervisor. Mr. Fischer had previously worked for CTE.

Professional Development Conference – There were 588 paid registrants with 32 exhibitors. Post-conference evaluations were electronically sent out with 198 responses. Overall, the responses were very positive. The agency will continue to review and discuss areas for improvement.

Annual Plan Automation System - The new timeframe for ITD to complete the project is December/January. Once the system is completed, the agency will work with schools to train them on the new online system.

2010-11 Scholarship Information – Scholarship information was distributed and reviewed. For the 2010-11 senior class, there were 1,201 (777 academic and 424 CTE) verified scholarships recipients.

Discussion was held on the scholarship data and whether the information is provided to the colleges and how many students have maintained their scholarship. Mr. Kutzer will contact the Department of Public Instruction for answers to these questions.

Following a brief discussion, the board thanked Mr. Kutzer for his report.

AUTHORIZATION TO OPERATE PRIVATE POSTSECONDARY EDUCATIONAL INSTITUTIONS – Proposed Update to Current CTE Regulation– Ms. Debra Huber presented and recommended approval of a proposed update to CTE regulation #5, reporting that the change is to clarify what the 2011 Legislature passed regarding the recommendations required by the Chancellor of the North Dakota University System or his/her designee. The language will now include “The chancellor of the North Dakota University System or his/her designee will make recommendations based upon a review of the standards set forth in the Criteria for Accreditation of the college’s respective regional or national

accrediting agency which is approved by the Council for Higher Education Accreditation. The chancellor will not provide a positive recommendation unless the requesting college has met the regional or national accreditation criteria to which it subscribes. Colleges that are working through the accreditation process must provide a substantial good-faith show of progress towards accredited status.”

Following discussion, it was found that the “specialist degree” was left out of the original regulation. It was agreed that specialist degree should be included with the other degrees listed in the original regulation.

Following a brief discussion, the board agreed that having formal recommendations from the University System is extremely important and adds to the credibility of the decision making process.

Mr. Goetz moved and Ms. Daley seconded to approve the recommendation as identified by Ms. Huber, in addition to adding “specialist degree” to the list of degrees. The roll call vote was as follows:

Ms. Moritz – aye
 Mr. Duchscherer – aye
 Mr. Lind – aye
 Dr. Sanstead – aye
 Mr. Goetz – aye
 Ms. Daley - aye
 Mr. Remington – aye

The motion passed unanimously.

Capella University Program Approval, Degree Granting– Ms. Aimee Copas, University System Office, presented the following new program requests and the rationale to recommend approval of the following: Doctor of Education-Specialization in Reading and Literacy, Doctor of Philosophy in Psychology-Specialization in Addiction Psychology; Doctor of Philosophy in Human Services-Specialization in Management of Nonprofit Agencies; Doctor of Philosophy

in Advanced Studies in Human Behavior-Specialization in General Advanced Studies in Human Behavior; Master of Science in Homeland Security; Master of Nonprofit Management and Leadership; Master of Science in Studies in Human Behavior-Specialization in General Studies in Human Behavior; Master of Public Administration and Master of Science in Public Safety Joint Degree Program; and Bachelor of Science in Psychology/Master of Science in Education Combined Degree Option.

Ms. Copas then reviewed the Master of Science in Education-Specialization in English Language Learning and Teaching program request and the rationale for recommending to not approve this request.

Following discussion, the board agreed that having a formal review process and recommendation from the University System Office assures the board that the requests have been thoroughly reviewed by the appropriate office.

Mr. Lind moved and Ms. Moritz seconded to approve the program requests as recommended by Ms. Copas and to not approve the Master of Science in Education-Specialization in English Language Learning and Teaching program request. The roll call vote was as follows:

Mr. Duchscherer – aye
 Ms. Moritz - aye
 Mr. Lind – aye
 Dr. Sanstead – aye
 Mr. Goetz – aye
 Ms. Daley - aye
 Mr. Remington – aye

The motion passed unanimously.

Rasmussen College Program Approval, Degree Granting– Ms. Aimee Copas, University System Office, presented the following new program requests and the rationale to recommend approval of the following: Bachelor of Science-Healthcare Management; Bachelor of Science-

Health Information Management; Bachelor of Science-Information Technology Management; Bachelor of Science-Cyber Security; Bachelor of Science-Digital Design and Animation; Bachelor of Science-Game and Simulation Programming; Bachelor of Science-Computer Science; Associate of Science-Software Application Development; Certificate-Software Application Development; Bachelor of Science-International Business; Associate of Applied Science-International Business; Diploma-International Business; Bachelor of Science-Marketing; Associate of Applied Science-Marketing; Diploma-Marketing; Bachelor of Science-Human Resources and Organizational Leadership; Associate in Applied Science-Human Resources and Organizational Leadership; and Diploma-Human Resources and Organizational Leadership.

Ms. Copas then reviewed and recommended provisional approval of the following: Bachelor of Science-Agricultural Business Management; Associate of Applied Science-Agricultural Business Management; Diploma-Agricultural Business Management; Bachelor of Science-Public Administration and Nonprofit Management; Associate of Applied Science-Public Administration and Nonprofit Management; Diploma-Public Administration and Nonprofit Management; Certificate-Public Administration and Nonprofit Management; Bachelor of Science-Business Process Analysis; Associate of Applied Science-Business Process Analysis; Diploma-Business Process Analysis; Certificate-Business Process Analysis; Bachelor of Science-Business Technology Management; Associate of Applied Science-Business Technology Management; Diploma-Business Technology Management; Bachelor of Science-Finance; Associate of Applied Science-Finance; and Diploma-Finance.

Ms. Copas then reviewed the Bachelor of Science-Social Work program request and the rationale for recommending to not approve this request.

Based upon Ms. Copas' review and recommendations, Mr. Lind moved and Dr. Sanstead seconded to approve the program requests as recommended by Ms. Copas and to not approve the Bachelor of Science-Social Work program request. The roll call vote was as follows:

Ms. Moritz – aye
 Mr. Duchscherer – aye
 Mr. Lind – aye
 Dr. Sanstead – aye
 Mr. Goetz – aye
 Ms. Daley - aye
 Mr. Remington – aye

The motion passed unanimously.

Ms. Copas thanked Ms. Huber, Dr. Hillman and Chancellor Goetz for their work on this process.

POSTSECONDARY INSTRUCTOR CERTIFICATION DOCUMENT UPDATES

– Mr. Kutzer presented the proposed postsecondary instructor certification standards changes, reporting that the changes are meant to clarify the wording, no content changes were made.

Following discussion, Mr. Kutzer responded that the original document was worked on in cooperation with college vice presidents and that the wording changes were recently sent to them for their feedback.

Following more discussion, Ms. Moritz moved and Mr. Duchscherer seconded to approve the Postsecondary Instructor Certification Standards as presented. The roll call vote was as follows:

Mr. Lind - aye
 Dr. Sanstead – aye
 Mr. Goetz – aye
 Ms. Daley – aye
 Ms. Moritz – aye
 Mr. Duchscherer - aye
 Mr. Remington – aye

The motion passed unanimously.

RUREADYND OVERVIEW – Ms. Kathy Holle, Career Resource Network Supervisor, provided an overview of RUReadyND, electronic portfolios, the usage of the career development software, the training and workshops being conducted across the state and the Career Outlook Magazine.

Following discussion, Mr. Goetz asked if there would be any value in having the University System Office website link to RUReadyND.com. Ms. Holle responded that it would be good to have the link on the University System website since there are postsecondary institutions that use it.

Discussion was then held on the Career Outlook Magazine and the board agreed that the magazine is a great improvement over the newspaper version and that the magazine is a valuable resource to students, parents, counselors and instructors.

The board thanked Ms. Holle for her presentation.

JOINT BOARDS MEETING - The Combined board meeting will be held on Tuesday, September 27, 2011 at 10:00 a.m. in the Brynhild Haugland Room, State Capitol, with the Board of Public School Education hosting the meeting.

FUTURE SBCTE MEETINGS – There will be no October board meeting.

The November board meeting is scheduled for Monday, November 21, 2011.

There will be no December board meeting.

The January board meeting is scheduled for Tuesday, January 17, 2012.

The meeting adjourned at 3:10 p.m.

Respectfully submitted,

Mr. Darrel Remington
Chairperson